

KIPDA DISTRICT EARLY INTERVENTION COMMITTEE MEETING

July 24, 2006

Minutes

K.I.D.S. Center, Louisville, Kentucky

Members/Designees Present: Barbara Borie, Shawna White, Karen Pass, Becky Skrine, Melinda Atkins, Sue McGill, Jon Lee, Julie Leezer, Angie Guest, Sheilah Miles (for Christie Dwyer).

Members/Designees Not Present or Represented: Carrie Bearden, Lynn Webster, Michele Harmon, Mona McCubbin, Ann Phillips, Ann Finney, Cindy Holmes, Jill Lemmenes, Sandy Milburn, Eileen Deren.

Staff Present: Alicia Dailey, Anne Bolly, Sandra Duverge, Cathy Moser.

Guests Present: Brenda Mullins, Transition Coordinator, Kentucky Early Childhood Transition Project (KECTP); Antoinette Judkins (will be a member), Pediatric Case Manager with Passport; Liz Schumacher, Associate Director, U of L Neonatal Follow-up Program.

SUBJECT	DISCUSSION	ACTION
Minutes	June's minutes were reviewed.	Minutes were approved as written.
Transition: Jefferson Co. Early Childhood Interagency Transition Agreement	<p>Page 3: Brenda Mullins stated that this document is an interim agreement until 1/1/07 when signatures are finalized. KECTP wants signatures before then so that the interagency agreement (IA) won't be a draft and will be ready to roll out on 1/1/07. The implementation date was extended until 1/1/07 because JCPS has several levels of approval that the document must go through. The state IA team meets in September.</p> <p>Page 4: Brenda stated that it is in the state IA agreement who will convene the annual reviews. It hasn't been released yet. There is also discussion about making these agreements two-year agreements because the commissioners haven't signed off on the state agreement yet.</p>	<p>Alicia Dailey will email Brenda Mullins our questions and comments. Julie Leezer will send Brenda the interagency agreement document with suggested corrections.</p> <p>Brenda will meet with Meredith Brown, Joyce Robl and Dr. Shepherd at the end of August and will share our questions/comments. Answers will be posted on the www.transitiononestop.org</p>

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	<p>DEIC comment: The reference to the First Steps survey is ambiguous. We need to know whether this refers to the survey that CBIS is doing using the “December 1 Count” (Everyone active as of 12/1) or whether this refers to a standalone survey that will be done when a child exits First Steps (We believe it is the CBIS survey but we want to be sure). If it is a standalone survey, we need to know who will develop it, who will administer it, and how will it be developed and administered.</p> <p>Brenda stated that other programs are being asked to add transition questions to their family surveys. Meredith has said that that’s do-able for First Steps. Dr. Shepherd will ask Brenda Curry-White to add a cell linking DEICs and county information on the family survey (This survey is 65-70 questions long).</p> <p>Page 5: DEIC question: Why is IDEA 1997 referenced instead of IDEIA 2004? Brenda said that the reasoning was that since we don’t have the regulations yet for the reauthorization, we should go by the regulations we have. Problem: when the new regulations come out, the document will also have to change.</p> <p>Page 8 (and throughout document): DEIC comments: 1) Wherever the document names First Steps as the “lead agency,” it needs to state that it is the lead agency for children 0-3 with disabilities <u>who meet eligibility criteria</u>. 2) Concern was expressed about VIPS and Cardinal Hill’s names appearing in parentheses after “First Steps” throughout the document. While we appreciate and applaud the hard work that these two agency representatives put into this document, we do not want it implied that they specifically are committing themselves to fulfill certain obligations. Brenda responded that VIPS and Cardinal Hill don’t have certain obligations. The committee had to look at early intervention through their eyes.</p> <p>Page 9: DEIC comments on A2.2a: 1) Change “the First Steps Provider” to “the First Steps Primary Service Coordinator” when referencing the Non-</p>	<p>website.</p>

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	<p>Identifying List (NIL).</p> <p>2) Change “provider meetings” to “PSC Quarterly Meetings,” since these are the only quarterly meetings that the First Steps Technical Assistance Team conducts and “PSC Quarterly Meeting” is the correct title for this quarterly meeting.</p> <p>Page 10: DEIC comment on A2.3: Delete the last sentence. Resources are no longer invited to the provider fair because child care agencies don’t want to be known as agencies that serve children with disabilities. They would be overwhelmed.</p> <p>A2.5: DEIC comment: Delete the part that states that the ISC will send the NIL to JCPS. The ISC does not send an additional child find list. Sheilah Miles said that she looks at the identifying list from Frankfort. Anne Swinford felt strongly that the NIL would be put back in and that children with multiple disabilities will need additional notification to the school district. Brenda Mullins is discussing with Dr. Shepherd and Meredith to take out the NIL requirement. Special permission could be obtained to notify the school district in advance of the transition conference. Feedback: Jefferson and Fayette counties and some rural KIPDA counties don’t use the NIL.</p> <p>The list that is automatically generated (the identifying list from CBIS) doesn’t have the PSC contact info. Brenda Mullins had recommended that the list have this info, along with the services currently provided, but this recommendation was not accepted.</p> <p>A.2.6: Change the “U of L First Steps TAT Program Consultant” to the First Steps KIPDA Point of Entry (POE).</p> <p>Page 11: DEIC comment: In A3.6a: Need to briefly explain what “Creative Beginnings” is: Cardinal Hill Child Care.</p> <p>Page 16: DEIC comment: In B2.3a: Change “Providers” to “Service</p>	

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	<p>Coordinators.”</p> <p>Page 17: DEIC comment on B2.4: Change “advocate” to “explore.”</p> <p>DEIC comment on B2.4a: Change “incorporate” to “support the exploration of...”</p> <p>DEIC comment on B2.4b: Change “Providers” to “Service Coordinators” and change “Provider meetings” to “PSC meetings.”</p> <p>DEIC comment on B2.7: Change “promote and support” to “support the exploration of...”.</p> <p>Brenda acknowledged that First Steps hasn’t made a decision yet on the assessment piece. She advocates the process of what we’re doing right now. We don’t meet federal standards. Training is needed on the <u>Building a Strong Foundation</u> series. The interagency agreement says that we’ll support training so we can understand the system. For Kentucky, the standards are the continuity piece between the various programs/agencies.</p> <p>Brenda explained that the state interagency (IA) agreement does not include the commissioners who are reviewing it for signature. The state IA agreement team includes Meredith Brown, Eric Friedlander, Earl Trevor, Lee Gordon, Paul Woodward, Bill Buchanan, Kathy Stovall-Robinson, and Larry and Cathy Eversoll. On August 17, there will be training for trainers on the parent guides and the standards. Participants will get a CD so they can train others.</p> <p>Anne Bolly commented that if First Steps’ role is so important, then the technical assistance team’s (TAT’s) schedules should have been taken into account. Brenda responded that there was no choice in the pilot process – she had 10 agreements to get done in six (6) months. But now, those involved in training in the regional agreements will have input into scheduling of the</p>	

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	<p>meetings. There will be a 2 & ½ day commitments. When the local agreements are written, they will use the regional agreement and forms. The TATs will be involved on the regional level. At the community level, the PSC or provider will convene the meeting. The TATs won't be involved.</p> <p>DEIC comment: need clarification on Brenda Mullins' statement that a First Steps provider or PSC will convene the interagency meetings at the community level and that these people have already been selected.</p> <p>There was a lot of discussion about the DEIC approving this document and about the standards themselves as separate from the continuous assessment piece. Problems for First Steps include 1) money for training providers and 2) mandatory training of all providers.</p> <p>Brenda's project cell phone is 859-351-2224.</p>	
Point of Entry Report	<p>Due to time constraints, the POE report was given in written form only – sent by Cindy Holmes and delivered by Shawna White. <u>Referrals</u>: 147 for June. Child Find: 1) Ada Asenjo and Julie Derringer provided information on First Steps for Spanish speaking families in Jefferson County. 2) Deb Rakestraw provided information on First Steps to the Spencer County Family Resource Center. 3) Karen Graves completed a child find activity with Uncle Sam's Day Care. <u>POE Issues</u>: 1) Provider shortages continue to be a problem for our district, as well as in many districts in the state. 2) 45-day data for June: 51% of initial IFSPs were held within 45 days; 41% were delayed by parent; 4% were delayed by ISC issues, including attending the two-day KIT-TAP training; 6% were delayed by other reasons (assessment report delay, SLP shortage, provider scheduling difficulties, and record review). <u>Provider Shortages</u>: OT/SLP with feeding and oral motor expertise – all counties; SLP – all counties; PT – all counties. <u>Provider list</u>: provider changes are based upon new contract information the POE has received from Frankfort in addition to information received from providers.</p>	

Next meeting: August 28, 2006, 11:00 a.m. -12:30 p.m.

Board Room, K.I.D.S. Center, 982 Eastern Parkway

Agenda:

Continued Review of Jefferson County Early Childhood Interagency Transition Agreement and Jefferson County Community Plan